

MVAC MINUTES – NOVEMBER 10, 2004

The meeting was held on November 10, 2004 at the Division of Wildlife. Larry Wegrzyn started the meeting at 9:05 am. Scott Madsen will not be attending the meeting he is in Pueblo.

In Attendance: Gene Stroh – DOHE CSU, Michael Stadler – DOHE UNC, Beth Ann Wieder – CDOT, Lillian Bourne – CDOT, Dave Monson – DOC, Roger Friedrich – DOHS, Karen Griggs – CSP, Mary Anne Kramer – CBI, Grant Hammett – DORA, Barb Garcia – DOHE Metro, Patti Torres – DOLE, Dave Russell – DOW, Ray Nelson – DPA DOIT, Ronni Hunter – DOR Gaming, Fred Trujillo – DOL, Patti Hughes DOHE CU Boulder, Bryan Flansburg – DOHE CU Boulder, Nestor Lujan – DOR, Stephanie Gelt – CDOT, Karen Neuschwanger – CDOT, Russ Wilcox – DOHE UCCS, Mercedes Schwall – DONR Parks, representing State Fleet – Larry Wegrzyn and Terry Sisneros.

Updates

- Fleet Reorganization – Used Vehicle Coordinator, is Terry Sisneros. New position – Vehicle Assistant, will be dedicated to the new and used vehicle coordinators. To contain costs, SFM will take on more of the auction workload and minimize the amount outsourced. During our transition and reorganization, SFM will be short one person at the front desk and one person in authorizations.
- Tires – CSP had 60, 17” new tires that are available. They were on the Ford Expeditions. SFM will check on the exact size and send out an announcement.
- MyFleet Odometer Logs – the instructions at the bottom of the page are incorrect. The instructions tell you to hit “enter” on your keyboard, which actually DOES NOTHING. You need to “TAB” or “CLICK” out of each cell and CLICK on the “SAVE” button – or your work will be lost.
- Replacements – FY05 vehicle order packets will be sent out the week of November 15th. They need to be back the first week in December. Look at the options, terms and attachments to be sure they are correct. SFM will have to add one year to the term on most vehicles because of federal depreciation issues. This was addressed at the October 2004 MVAC meeting and thus far applies only to FY05 vehicles. On a limited and case-by-case basis, some vehicles may be exempted from the term increase. The term adjustment will be entered on the “Vehicle Registration Report,” which is usually sent late January or early February
- The awarded vendors are posted on the State web site. FY06 replacements are going before the JBC for a briefing on November 18, 2004. The JBC hearing will take place on November 30, 2004.
- Short Term Cleanup – SFM typically has inventory to replace accident, denied repair and rotation vehicles. SFM’s used vehicle inventory is fairly slim. Most of the vehicles are bad. SFM is keeping some for reassignment that should probably be disposed of. With 750 approximate replacements for 05 there will be quantity on turn-ins but the quality is an uncertainty.
- Short Term Vehicles – Reminder, some delay turn-ins received extensions, these are due back by December 31, 2004. Please turn in early if possible.

No discussion.

Operations

Please call the general authorizations line instead of a personal line. Personal lines have no rollover coverage but after hours calls made to the main number roll over to an emergency contact. SFM suggested a laminated visor card with key phone numbers to keep in the car. SFM will design an example. Michael Stadler suggested a window sticker. SFM is looking into code changes for repairs and labor. There would be a separate code for unscheduled repairs and scheduled repairs. CSP would like to make other code changes for authorizations. Please send these to Larry Wegrzyn. It was asked if SFM is looking at the codes that the ATA (American Trucking Association) uses.

- Follow Up – The “club” agreement is finalized. If you need to get a hard copy of your odometer log, please let SFM know. The new CARS version will identify who needs hard copies. SFM needs to identify this in CARS; the program now prints all the logs.

DPA has had network problems; some of the computers were shut down and taken off line. As a result, SFM has had significantly reduced IT support for the last couple of weeks.

- Vehicle Turn Ins – SFM is asking everyone to please comply with the vehicle turn in requirements. Please remove decals, radios etc. SFM does not have sufficient resources to do these tasks particularly in light of the reduced outsourcing of auction work. Also, Robert is working mostly in the call center since Bob Schley's retirement and is not available for decommissioning work decal removal, etc. If the requirements are not complied with, SFM may turn the vehicle away until the requirements are met or assess charges to the agency to cover the cost of bringing the vehicle into compliance.
- Commuting – “not official announcement” IRS Publication 15B will be the benchmark for the new commuting policy for the State, fringe benefit and tax implications for employees. SFM will spend a meeting going over this issue.

No questions.

Presentation

Winter Driving/Injury Prevention – Bryan Flansburg, CU Boulder

CDOT - TREX presentation in December 2004, Beth Ann Wieder.

Discussion

Dave Russell will be taking over as the vehicle coordinator for Division of Wildlife in place of Cher Threlkeld. We will miss Cher!

Michael Stadler will bring the donuts for the December 2004 meeting. This is for his birthday he is turning 31.

Larry introduced Stephanie Gelt she works for CDOT.

The meeting was adjourned at 10:30 am.

The next meeting will be held December 8, 2004 at State Fleet Management, 1001 E 62nd Ave, Large Conference Room at 9:00 am.